



KHATRA ADIBASI MAHAVIDYALAYA

P.O. : Khatra, Dist. Bankura, West Bengal, Pin : 722140
Website : https://www.kamv.ac.in/dept_details.php?dept_id=1

বাংলা বিভাগ (DEPT. OF BENGALI)

Plan of Action and Achievement of Bengali Department for the session 2019-2020

Serial No.	Plan of Action	Details of the Plan	Achieved or not	Reason/ Remarks
1)	Curriculum Module Allocation	<p>I. The department follows the curriculum and syllabus as prescribed by the affiliating university (Bankura University). Each semester, the syllabus is distributed in modules, the stipulated syllabus is completed, and the topics are taught as per the allocated credits.</p> <p>II. Distribution of syllabus in modules and unitization of syllabus were prepared well before the commencement of classes and executed in a planned and systematic manner.</p> <p>III. Course Outcome, Programme Outcome, and Programme Specific Outcome are also formulated per University Norms.</p>	Yes (Annexures 1 and 2 stating Syllabus Allocation and CO, PO, and PSO respectively are attached)	Syllabus Module Allocation for Semesters I, III & V done at the Departmental Meeting held on 12.07.2019
2)	Preparedness for students	<p>I. Prepared the plan of study in the Puja Vacation for the students by the department</p> <p>II. Motivate the students to prepare for the odd semester university examination(final).</p>	Yes (timeline-based plan is given to the students, discussion with the students for final examination.)	13.11.2019
3)	Orientation or Induction Programme	The orientation programme is conducted to familiarize the students with the college environment, its facilities, and infrastructure including the hostel, language lab, library, and gymnasium as well as a brief overview of the college website is presented before the students.	No	



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		<p>The orientation programme provides a scope to interact with the departmental faculty members and other faculty members and staff members of the college.</p> <p>Overview of curriculum based on CBCS pattern and evaluation pattern (CGPA and SGPA); feedback mechanism is given.</p> <p>Briefing on extensive social activities through NSS and NCC, extracurricular and cultural events.</p> <p>Mentor- Mentee distribution of students among the faculty is given with proper demonstration.</p> <p>Addressing the queries of new joiners.</p>		
4)	Continuous Assessment of Students	Continuous assessment is carried out by the department in the form of a Class Test carried out in written form as well as verbally. Internal assessment examinations are held in the form of assignments and viva voce.	Yes	Internal Examination of Semesters I, III, & V held on 06.11.2019 to 08.11.2019
5)	Curricular and co-curricular measures	<p>I. Advice for the preparedness for the odd semester final examination.</p> <p>II. Initiation to publish Wall-Magazine by the students.</p> <p>III. Discussion regarding difficulties and problems faced by the students with the curriculum by all the teachers with all the students.</p> <p>IV. Class test taken to categorise students in to slow or advanced or average learner.</p>	Yes	<p>Advice for the preparedness for the odd semester final examination on 13.11.2019.</p> <p>Wall Magazine was published on 05.11.2019</p>
6)	Completion of	Syllabus is covered for all courses of	Yes	The 1 st Semester



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	syllabus	UG program within the stipulated time period.		syllabus was completed on 10.12.2019. 3 rd & 5 th Semester syllabus completed on 12.12.2019.
7)	Curricular and co-curricular measures	Analysed the Problems with possible solutions were addressed for the students.	Yes	-
8)	Co-Curricular activity	Publishing the departmental Wall-Magazine.	Yes	Wall Magazine was published on 05.11.2019
9)	Curriculum Module Allocation	<p>I. The department follows the curriculum and syllabus as prescribed by the affiliating university (Bankura University). Each semester, the syllabus is distributed in modules, the stipulated syllabus is completed, and the topics are taught as per the credits allocated to each topic.</p> <p>II. Distribution of syllabus in modules and unitization of syllabus were prepared well before the commencement of classes and executed in a planned and systematic manner.</p> <p>III. Course Outcome, Programme Outcome and Programme Specific Outcome are also formulated</p>	Yes (Annexures 1 and 2 stating Syllabus Allocation and CO, PO and PSO respectively are attached)	Syllabus Module Allocation for Semesters II, IV & VI done at the Departmental Meeting held on 14.02.2020
10)	Student Seminar	Students-seminar are organized to ensure a) Develop communication skills of students b) Boost their confidence c) Develop their presentation skills	Yes	One day State/University level Seminar on “প্রসঙ্গ রবীন্দ্রনাথ” organized on



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		d) Overcome the fear of facing the audience Topics of the seminar may be departmental syllabi based or on interdisciplinary areas so that students of other departments may participate as well.		10.09.2019
11	Continuous Assessment of Students	Continuous assessment is carried out by the department in the form of a Class Test carried out in written form as well as verbally. Internal assessment examinations are held in the form of assignments and viva-voce.	No	Due to the spread of the COVID-19 Pandemic
12	Completion of syllabus	The syllabus is covered for all courses of the UG program within the stipulated time period.	Partly Completed	Due to the spread of the COVID-19 Pandemic
13	Students Feedback	Feedback is taken from students for individual teachers and analysed for future improvement.	No	Due to the spread of the COVID-19 Pandemic
14	Result Analysis	Result analysis is done according to the result sheet provided by the University. After critically analysing the results, the students are advised about improving in University Examination.	Yes (Annexure 3 stating result analysis of Semester V and Semester VI are attached)	
15	Remedial Classes	Remedial classes are conducted for each semester based on suggestions provided by the student representatives who propose the topics that require special attention. Sometimes in the remedial classes, evaluated and assessed answer scripts are shown to the students for their self-analysis and better understanding of the subject.	No	Due to the Spread of the COVID-19 Pandemic
16	Students Support Facilities	a) Spacious airy clean classrooms b) Clean and maintained toilets c) Clean drinking water facilities d) Concessions and free-ship to economically weak students.	Yes	



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		<p>e) Ragging free campus f) Free Wi-Fi facilities g) Career guidance h) Curricular and extra-curricular activities i) NCC training opportunity j) Sports and Gym facilities k) Library and Language Labs l) Prize Awarded as encouragement to achievers in studies or sports m) Merit-based and other (OASIS, Kanyashree) scholarships</p>		
17	Library Facilities	<p>a) Central Library is a rich storehouse of primary and secondary resources.</p> <p>b) The central library is automated and students have bar-coded library cards.</p> <p>c) The central library has a spacious reading hall.</p>	Yes	
18	Co-curricular Activities	<p>Students of the department participate in various co-curricular activities such as Quiz contests, preparing Wall Magazine on important topics in Bengali, and cultural programmes organized in the college.</p>	No	Due to the Spread of the COVID-19 Pandemic
19	Research & Publications	<p>Faculty members are constantly engaged in paper publications, book chapters, and paper presentations in seminars.</p>	Yes (Annexure 4 stating departmental publications in the session 2019-2020 is attached)	
20	Developing E-Content	<p>Faculty Members upload e-notes in the Study Materials Section in College ERP (college website) which the students can access for free. Besides e-materials on important topics are uploaded on the</p>	Yes	



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		college website as well.		
21	Perspective Plan	5 years Perspective Plan is framed after discussion in departmental meetings with suggestions from the student's representative and IQAC Coordinator	Yes (Annexure 5 stating the Perspective Plan is attached)	
22	Maintenance of Students Attendance Register	Day-to-day attendance is recorded in the Student Attendance Registers. (attendance analysis and incorporation with the mentor-mentee system is preferable for dept. report)	Yes	



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Annexure-1

Syllabus Module

[Link:](#)

Annexure-2

Course Outcome Programme Outcome

[Link:](#)

Annexure -3

Result Analysis

Table

Annexure -4

Publication

Table

Annexure -5

Perspective Plan

[Link:](#)